

From: DPA EIS Helpdesk
Sent: Tuesday, August 20, 2002 9:10 AM
To: DFYS Eligibility Staff; ALL DPA Statewide Staff; ALL DPA State Associates
Subject: IMPORTANT MASS CHANGE REMINDER

Broadcast to All Staff
From The Policy and Program Development Team
and Systems Operations

IMPORTANT MASS CHANGE REMINDER

This is a reminder that we will be running the Temporary Assistance and Food Stamp Mass Change jobs. Mass Change is scheduled to run on the night of August 31, 2002 for benefit month October 2002.

In preparation for Mass Change, please do not initialize or authorize cases into the benefit month of October 2002 or beyond until after September 1, 2002.

Temporary Assistance and Food Stamp Mass Change reports will be mailed to offices statewide the week of September 3. These reports will assist you in identifying the cases that have had adjustments made. You must review the reports and the cases to ensure accuracy.

The Mass Change reports will be available on Mobius DocumentDirect under report HESMCTAP and report HESMCFSP. We have attached the instructions for accessing Mobius DocumentDirect.

If you have any system related questions, please contact the Help Desk at EISHelp@health.state.ak.us. If you have policy questions, please contact DPA Policy at DPAPolicy@health.state.ak.us or Joan Chase at Joan_Chase@health.state.ak.us.



Doc Direct
Instructions.pdf